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// A regular meeting of the Council of the City of Lynchburg was held on the 10th day of April , 2018, at 4:00 P.M. in the Council Chamber, City Hall, Joan Foster, President, presiding. The following Members were present:

Present: MaryJane Dolan, Jeff S. Helgeson, J. Randy Nelson, E. J. Turner Perrow,

Treney Tweedy, Sterling A. Wilder, Joan F. Foster

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Absent:

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// Mayor Foster welcomed Dr. Crystal Edwards, Superintendent of Lynchburg Public Schools to the City.

// Mayor Foster stated that before continuing with the Review of the Proposed FY 2019 Operating Budget and Capital Improvement Program, Council asked new Superintendent Dr. Edwards to speak on the follow-up discussion regarding the FY 2019 Lynchburg City Schools Budget. Dr. Edwards thanked City Council and everyone for the warm welcome and thanked Dr. Massie and Mr. Beckles and her staff for doing an amazing job in getting her ready to talk about the Schools Budget.

Council began with the follow-up discussion and questions regarding FY 2019 Lynchburg City Schools (LCS) Budget.

- Regarding the proposed cut of \$748,465 to Lynchburg City Schools (LCS) that will be offset by the \$2 million slated to be awarded to the school system by the Virginia General Assembly, instead of taking the cut LCS has requested it receive \$42 million in local funding, which is level with how much it received last year. If the City awards LCS the \$42 million and the increase in state funding is approved by the General Assembly, LCS will be faced with a \$749,194 budget shortfall. If the City goes through with the proposed budget reduction, the shortfall increases to \$1.8 million.
- Increase in school staffing while enrollment in the schools decreased - LCS had a net increase of 242 new staff members since the 2010-11 school year; LCS has seen a decline in enrollment with 300 students less since 2014-15. This year school enrollment is 8,032 - down 167 students from last year.
- The operational efficiency of the school system.
- Addressing escalating costs for the school system amid a flat tax revenue environment.
- The need for administrative staff in order to improve resources for students.
- Lack of accountability over the last four years.

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- Additional staff over several years; look into our City's poverty rate of 24%. The increase is due to different challenges. With special needs and special education, there are still additional challenges. Recognizing and understanding the additional hiring of staff, the challenges students face and recognizing that a good education for our children is essential to getting out of poverty.
- School consolidation and redistricting schools means taking a hard look at school district zones and busing practice to make sure our schools are balanced.
- Major concerns in our school include a lack of parental involvement, breaking down barriers, and helping parents get more involved.
- Reconfirm about the great divide between families and their schools. Consider reevaluating the redistricting attendance zones because the demographics have changed drastically since the last zones were drawn.
- The City Manager's reduction in school budget funding will impact schools ability to maintain relevancy and vibrancy. The school budget suggests using level funding to determine how this funding impacts current problems and issues by the next budget cycle.
- In the schools proposed budget, understanding the 750 are for teachers; 245 are staff; the remaining 479 represent bus drivers, custodial staff, etc.
- Deeper analysis like the Stella School System, explores how families and teachers use culture to build relationship.

Dr. Edwards spoke on the issues and concerns from Council. We need to be good stewards of our financial resources that come with accountability and being fiscally responsible. With regard to our staff and funding positions, we should fund at the State average and look at the needs of our children. Some children may have more significant needs that go beyond what the State Average requires, what I do understand is the needs of our children. She also mentioned the poverty issues in our City. Dr. Edwards stated the Schools are requesting level local funding of \$42 million for the schools in the City's budget.

// Ben Copeland, Assistant Superintendent for Operations and Administration for the Lynchburg City Schools spoke on the Capital Improvement Program for Lynchburg Public Schools. Mr. Copeland stated that he understands the challenges Council faces and appreciates the difficult funding decisions made on behalf of the City. He stated that with the City's support we have a Heritage High School that is one of the premier High Schools in the State of Virginia. He went on to say that he has advocated for renovations of two elementary schools and the replacement of a third elementary school. Paul Munro, Linkhorne and Sandusky Elementary Schools are the only operating school buildings that have not had any significant renovation since they were built. Some of the three have had additions (1967, 1979 and 1874) or benefitted from a fire (Linkhorne Elementary School) that necessitated a modern addition in 1988. A key reference is that the first major renovation of a school building should occur at the 25-year

point. The new wing at Paul Munro is 28 years old and we have not renovated the original building, which is 56 years old. Some of the details about the need for renovations at Paul Munro Elementary School include: Paul Munro was built in 1962 and had an addition in 1990. It has not undergone a full renovation and things are just wearing out. A prime example is a heating coil and air handler next to the cafeteria stage. The equipment is original to the building with 1961 manufacturing dates. A cooling coil was added to the air handler in 1974 and all components are now completely worn out. It is no longer cost effective to repair the entire unit with an estimated cost of \$100,000 and unfortunately it will be handled as an emergency repair. Just last week a temporary HVAC unit was installed to ensure we can maintain adequate climate control for the remainder of the school year. Mr. Copeland explained the need for major renovation work at Paul Munro and Linkhorne Elementary Schools as well as the need for a new building at Sandusky Elementary School. These renovation and new building needs are above and beyond the never ending replacement of HVAC systems, roofs, athletic facilities, as well as major electrical and plumbing needs. Gymnasiums for three elementary schools total \$1.5 million for all three; restroom renovation at Sheffield Elementary School at \$45,000; replace the Bass Elementary School gym floor at \$60,000 and three (3) roof repairs at Paul Munro, Heritage and Linkhorne Elementary Schools at \$725,000. The presentation is focused on the renovations most needed across the City.

Council responded to the presentation from Mr. Copeland regarding the Schools Capital Improvement Program:

Council Member Perrow stated that he respected the requests and he would be supportive of this but what is the plan for Sandusky Elementary School? Would you rebuild on the same site and where is the best location for this school? He stated he would be in favor of developing a long-term physical plan for the schools. Mr. Copeland responded to build Sandusky Elementary School on the same site and expand from three to five classrooms per grade.

Mayor Foster asked questions regarding the redistricting and what would that look like. Could there be sections of redistricting? Vice Mayor Tweedy asked about the average size of the student body, along with a larger discussion on consolidation and facilities. People feel good about going to a new school as it creates energy. Additionally, what would we do with all the buildings as a City? Do we still have computer labs in our schools? Could you say how we could use some of the space for some of our behavior challenges?

Council Member Helgeson stated concerns about the Plan, and asked if the Plan could show consolidation of several schools into one instead of continued renovations and repairs. Is there a Plan where we could save \$3 million by using a debt service payment? Could something be done since you are looking on the capital side and operating fund?

Council Member Wilder commented on the need for new Sandusky and Paul Munro Elementary Schools, but to leave that judgment to the school system and they can return to Council regarding the best solution for our students in the school system. Mayor Foster thanked Mr. Copeland for his passion in looking out for the students and providing the best possible school buildings for our students to learn.

// City Manager Bonnie Svrcek stated due to time constraints from the March 27, 2018 Council work session, this meeting will continue to review the FY 2019 Proposed Budget beginning with Other Funds. Director of Financial Services Donna Witt provided the overview of the Other Funds.

City/Federal/State Aid Fund are the Grant Funds in the Budget – The Actual FY 2017 Total Expenditures for the City/Federal/State Aid Fund were \$4,980,478 per the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2017.

- Office of the Commonwealth's Attorney Grants – The Department Submitted FY 2019 Office of the Commonwealth's Attorney Grants budget of \$505,568 represents a 22.5% decrease of \$146,936 compared to the Adopted FY 2018 budget of \$652,504.
- Improving Criminal Justice Responses Grant - \$146,936 decrease in funding for the Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence and Stalking Grant Program; all three years of the grant were fully appropriated in FY 2017.
- Human Services – Juvenile Services – United States Department of Agriculture (USDA) School Nutrition Program for Group Homes. The USDA School Nutrition Program funding of \$15,000 was moved to the General Fund for FY 2019.
- Human Services – Social Services – Quality Initiative Program - \$24,063 decrease in the Quality Initiative Program; the grant period ended in FY 2018. All state funding for this program has been eliminated.
- Community Corrections and Pretrial Services – Community Corrections Program – The Department Submitted FY 2019 Community Corrections and Pretrial Services Program Grant budget of \$522,132 represents a 5.1% increase of \$25,310 compared to the Adopted FY 2018 budget of \$496,822.
- Non-departmental – Workforce Investment Act Grant – The Department Submitted FY 2019 Non-departmental – Workforce Investment Act Grant budget of \$1,492,632 represents no change compared to the Adopted FY 2018 budget.
- Community Development Block Grant (CDBG) Fund – The Department Submitted FY 2019 Community Development Block Grant (CDBG) budget of \$768,099 represents a 1.1% decrease of \$8,465 compared to the Adopted FY 2018 budget of \$776,564.
- Children's Services Act (CSA) Fund – The Department Submitted FY 2019 Children's Services Act (CSA) Fund budget of \$5,999,022 represents no change compared to the Adopted FY 2018 budget.

- Forfeited Assets Fund – Per State Code it is not appropriate to budget or anticipate revenues in this fund; therefore, only figures for actual revenues can be demonstrated in the budget. No funds are requested for FY 2019.
- HOME Investment Trust Fund – The Department Submitted FY 2019 HOME Investment Trust Fund budget of \$336,591 represents a 5.9% increase of \$18,698 compared to the Adopted FY 2018 budget of \$317,893.
- Lynchburg Expressway Appearance Fund (LEAF) – The Department Submitted FY 2019 Lynchburg Expressway Appearance Fund (LEAF) budget of \$75,000 represents a 188.5% increase of \$49,000 from the Adopted FY 2018 budget of \$26,000.
- Regional Juvenile Detention Center Fund – The Department Submitted FY 2019 Regional Juvenile Detention Center Fund budget of \$2,737,886 represents a 1.9% increase of \$50,646 from the Adopted FY 2018 budget of \$2,687,240.
- Risk Management Fund – The Department Submitted FY 2019 Risk Management Fund budget of \$936,781 represents a 0.4% decrease of \$4,234 compared to the Adopted FY 2018 budget of \$941,015.
- Special Welfare Fund – The Department Submitted FY 2019 Special Welfare Fund budget of \$136,988 represents no change compared to the Adopted FY 2018 budget.
- Technology Fund – The Department Submitted FY 2019 Technology Fund budget of \$825,092 represents a 52.3% percent decrease of \$903,640 compared to the Adopted FY 2018 budget of \$1,728,732. This Fund provides for the ongoing replacement and enhancement of the City's technology infrastructure.

After the end of the Other Funds, City Manager Bonnie Svrcek stated there are ten (10) items on "The List" for Budget Adjustments for Council discussion.

1. Council/Manager Offices – Federal Relations Liaison services (\$30,000) – Add back to the budget.
2. Police – In-Car Camera Replacement (\$79,910) – Restore back to the budget
3. External Service Providers – Discretionary – Virginians for High Speed Rail (VHSR) (\$5,000) – Staff addition to the budget.

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4. Reserves – Reserve for State Shortfall (Use of 1.1% over 10% - \$2,000,000) – Restore back to the budget.
5. Schools – Level School Operating funding with FY 2018 and no additional funds for buses (\$42,028,498 – net increase of \$748,465) – Restore level funding back to the budget.
6. Public Works – Building Services Coordinator (\$37,957) – Restore back into the budget.
7. Human Services – Juvenile Services - Youth Planner (\$41,133) – Restore back into the budget.
8. Parks and Recreation – Pool Hours (\$69,973) – Restore back into the budget.
9. External Service Providers – Discretionary - Elizabeth's Early Learning Center (\$15,000) – Add to "The List".
10. External Service Providers – Discretionary – Virginia Legal Aid Society (\$11,699) Add to "The List".

Mayor Foster asked that a raise for City employees across the board from 1.5% to 2.0% (excluding school employees) be added to "The List".

Due to time constraints, Council will begin with the Review Proposed FY 2019 – FY 2023 Capital Improvement Program and the overview of Items on "The List" at the April 17, 2018 work session.

// During roll call Council Member Wilder mentioned the great Health Fair that was held on Saturday, April 9, 2018 at the Salvation Army, with several partners coming together to make this a wonderful event by pulling our resources together for Health Care.

// Mayor Foster mentioned that the Unity event Praying for the Community that was held on Tuesday, April 3, 2018 at E. C. Glass was a great event.

// City Council recessed the meeting at 6:15 p.m.

// City Council reconvened the meeting at 7:30 p.m.

The following Members were present:

Present: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster

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Absent:

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Vice Mayor Tweedy gave the Invocation, followed by the Pledge of Allegiance.

// Copies of the minutes of the March 13, 2018 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Perrow, seconded by Council Member Nelson, Council by the following recorded vote approved the minutes as presented:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 7

Noes: 0

// In the matter of Parks and Recreation, Resolution #R-18-020, City Council Report #4, to amend the FY 2018 General Fund Budget appropriating \$40,000 to the Parks and Recreation Fees budget with resources from the Virginia Department of Health to fund the second year of the “We Got the Beet” campaign at the Lynchburg Community Market, laid over from the March 27, 2018 meeting, was again presented and read, and on motion of Council Member Perrow, seconded by Council Member Nelson, Council by the following recorded vote adopted the Resolution:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 7

Noes: 0

// In the matter of City Code/Assessor, Resolution #R-18-022, City Council Report #4, to amend the FY 2018 General Fund budget and appropriate \$154,792 with resources from the General Fund Reserve for Contingencies to refund an overpayment of real estate taxes by the News and Advance for the property at 101 Wyndale Drive for the tax years 2014, 2015, and 2016 laid over from the March 27, 2018 meeting, was again presented and read, and on motion of Council Member Perrow, seconded by Council Member Nelson, Council by the following recorded vote adopted the Resolution:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 7

Noes: 0

// In the matter of Community Development - Zoning Amendments, a public hearing was held regarding City Council Report #6 outlining the petition of Presbyterian Homes & Family Services to rezone approximately forty-seven and eight hundred thirty-six thousandths (47.836) acres located on portions of 4301 Williams Road and 150 Linden Avenue, from R-1, Low Density Residential District to IN-1C, Institutional District 1 (Conditional). City Planner Tom Martin provided an overview of the rezoning petition stating the submitted concept plan and narrative indicates the planned construction of two (2) non-lighted turf athletic fields, an American with Disabilities Act (ADA) accessible pool, two (2) parking areas, associated grading, retaining walls and fencing.

The proposal is to rezone approximately 47.836 acres of the 166 acres that are owned and maintained by Presbyterian Homes & Family Services (PHFS) from R-1, Low Density Residential to IN-1C, Institutional 1 (Conditional). The submitted concept plan indicates the construction of two non-lighted turf athletic fields, an Americans with Disabilities Act (ADA) accessible swimming pool that would replace an existing swimming pool, the addition of two parking lots, along with the associated grading, retaining wall and fencing.

Mr. Martin went on to say the petition is consistent with the Comprehensive Plan 2013-2030, Future Land Use Map (FLUM) which recommends Institutional use for this property. The submitted concept plan meets or exceeds the development standards of the Zoning Ordinance.

A traffic analysis submitted by the petitioner indicates that there would be no degradation of the Level of Service (LOS) for the roads and intersection serving the property.

The resulting IN-1 district that is being requested by this petition is intended to provide for institutional uses such as colleges, universities, senior living facilities, medical facilities and churches with multiple buildings contained in a campus setting.

The district provides flexibility for institutions while identifying areas intended and needed for future development. IN-1 districts are for institutional campuses located primarily within or adjacent to residential districts. The IN-1 district provides for the flexibility of the institution while providing development procedures and standards to minimize the offsite impacts such as noise, lighting, traffic and the capacity of water and sanitary sewer infrastructure associated with the development of the institution.

The area is recommended for Institutional use on the City's Future Land Use Map (FLUM), as adopted by City Council in 2013. The area was also recommended for Institutional use in the 2002 Comprehensive Plan and as far back as the 1984 General Plan, so it has been the City's intent to see this area develop

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for Institutional use since at least 1984. Mr. Martin further stated that the Planning Commission recommended approval of the rezoning petition with the voluntarily proffers.

Mr. John Francisco, a lawyer with the firm of Woods, Rogers, Edmunds and Williams and Counsel to Presbyterian Homes & Family Services Inc. (PHFS) doing business as HumanKind, provided a presentation to Council addressing the reasonableness of what PHFS is trying to accomplish reclassifying approximately a 47 acre portion for institutional for this campus. Mr. Francisco stated he had four points to present to Council:

- IN-1 Ordinance (why this property complies with all the criteria set forth in the Ordinance)
- Comprehensive Plan
- There are no negative adverse impacts to the surrounding neighborhood as to the proffers that were submitted
- Access Road Easement (increase traffic during peak time) study

The Institutional Zoning was created for this property, he went on to say the institutional zoning designation, set aside for education institutions and nonprofits located in residential areas, is perfectly suited to the organization. All we're trying to do is to bring forth into this plan two ball fields for kids to play on, an (Americans with Disabilities Act) accessible swimming pool, some parking areas, some concession stands and a restroom. That's all that's in our concept as required under the two-year concept plan, continuing what we've been doing for last 115 years.

Secondly, this property has been designed as institutional use since at least 1984 it was anticipated with the 2013 Comprehensive Plan that City Council adopted that this is institutional property. We complied with all the criteria of this ordinance and completely consisted with the comprehensive plan. Next, are there any actual negative material adversely impacting the surrounding neighborhood and it was found that there are no negative adverse impacts. Lastly there are no traffic issues (increase traffic during peak time). He added additional proffers on the property, added additional speed bumps and additional signage for avoiding high speed on the road for people to obey speed limits and turning vehicles.

Mr. Francisco, finally mentioned the subject of the Access Road Easement study there is no valid legal argument, fractural or legally that we do not have full and free access to VES Road.

Six individuals spoke in favor of the petition mentioning the following:

- Wonderful facility
- Support the Petition
- A safe place for children to go every summer
- Allow for year around activities; the fields at HumanKind would provide a great space for them to teach and play
- It is a great project which will strengthen families and community
- Approve the concept Plan
- Able to play LaCross year round
- Have followed the rules and regulations for this project
- To make sure we are a good neighborhood
- Provide athletic fields and other resources
- Good recreational opportunities it would provide to the community
- No future plans for large buildings on the property of HumanKind and a good project

Nine individuals spoke in Opposition mentioning the following:

- The majority of persons speaking in opposition most concerned was the safety of VES Road
- Increased traffic
- Traffic study did not include Linden Avenue
- Noise and lighting
- Opposed to the IN-1 Zoning
- Access Road Easement
- Owner can develop by right
- Conditional Use Permit
- Institutional Zoning is good for colleges and universities; not for neighborhoods, it takes the right of neighbors

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- Negative Residential impact
- Vote no on the rezoning request for HumanKind for IN-1 Zoning
- Infrastructure for this property
- Concern with IN-1 versus the Conditional Use Permit
- Proffers
- Business not a charitable organization

Counsel John Francisco spoke on the following items during the rebuttal.

- Review application for Institutional Zoning under the law (IN-1 Zoning)
- Easement - nothing is recorded
- Have been good neighbors
- Following the rules
- Same rights as a charitable organization
- Dropped the IN-1 Zoning
- Been a good neighbor and a good steward of this property
- Easement is a pertinently right and a recorded right

Mr. Francisco stated in conclusion, I would ask for your support and vote on this petition but if however you are decline against this application because of your concerns on the access road easement and asked that you table your decision on this matter. There was no one else present who wished to speak to this item, and the public hearing was closed.

During deliberation of this item Council had the following comments and concerns: What is the liquidation?

Council Member Nelson had concern about the easement and the impact it would have on the neighbors. Council Member Nelson made a motion to table this item until the next reasonable work session to give both parties a chance to discuss the easement concern. That motion was seconded by Council Member Helgeson, who stated some of his concerns. He likes what he heard about the petition; to weigh the pros and cons and the negative impact it would have on the neighborhood. To have one egress and one ingress into a neighborhood is not a wise thing, more would be better, and Council can

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take a step back to learn more about Institutional Zoning. Council Member Nelson mentioned to amend the current petition to a CUP. Council Member Perrow asked a question was the motion to table this item indefinitely or to bring it back. Council Member Nelson answered to bring back at a work session. Council Member Wilder asked that the motion be restated. Council Member Nelson restated the motion to table this item until it can be addressed by Council at a work session which will give both parties some additional time to discuss some grounds to work on a solution. Council Member Wilder stated he would not be in favor of putting the item off and not to table this item.

City Attorney Walter Erwin stated Council does not have to act on a zoning petition at any particular time there is no requirements that Council has to act on this items at this time. Council can table this issue which will allow time to discuss during a work session, which allows both parties to address this item through their own discussion or mutual agreement or by one of the parties would seek action through the circuit court to get the court to give the scope of the easement.

Mayor Foster said she would not support the institutional zoning when the matter is voted on because HumanKind would be able to receive approval for its athletic fields, the swimming pool and other improvements through the conditional use permit process instead of granting the controversial and more permanent - institutional zoning status. They could get the fields, they could get what they're asking for with presently what they have, and we wouldn't have to go through all of this. Mayor Foster went on to say "I know city staff has recommended this, but it has obviously created quite a commotion so maybe the thought should be (HumanKind) should withdraw that petition and go on and get your fields with what you have already". Mayor Foster stated she would support a Conditional Use Permit (CUP).

Council Member Perrow said while he supported the project to build the athletic fields and improve the facility, he was not in support of the zoning because he did not feel like Humankind meets the criteria of an institution in the same way as other institutionally zoned properties such as Liberty University and Westminster Canterbury in the city. Council Member Perrow went on to say HumanKind does not meet my definition for an institution and therefore does not qualify for institutional zoning. He stated he would

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support this as a conditional use permit, including all the beneficial activities described, where the conditions tie the changes to the land use and entity, but I do not support the institutional zoning, which is a change in perpetuity, which is certainly a greater timeframe than a two-year concept plan. Council Member Dolan stated to delay until Council could receive more information and more clarity on the issue. Council Member Perrow stated that he was in favor of voting on this item at this time. He mentioned what is an institution? An institution has both a physical and psychological present (you know it when you see it) HumanKind does not meet my definition for an institution, therefore does not qualify for institutional zoning but would support this project as a conditional use permit.

Vice Mayor Tweedy stated she supports the project, but concern with the easement of the institutional zoning. She stated she would support this project complete as a CUP, and suggest a traffic study. Council Member Nelson stated two points whether this is an institution or not? And whether or not this would not resolve this issue if both parties could come to a solution and not start this process all over again. According to City Manager Bonnie Svrcek, the earliest council can schedule to discuss this issue would be at the May 8, 2018 council meeting. After the discussion, Mayor Foster called for a vote on the motion made by Council Member Nelson and seconded by Council Member Helgeson to table this item and be brought back to Council at a later date. Council by the following recorded vote decided to table the petition of Presbyterian Homes & Family Services and the motion passed by the following vote:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy	5
Noes: Wilder, Foster	2

// In the matter of City Code and City Council, City Council Report #7 was considered. City Attorney Walter Erwin stated that Council directed staff to research and propose a policy regarding a requirement for criminal background checks for Council appointed Board members that interact with juveniles. The two Boards that this policy impacts are the School Board and the Youth Services Citizens Board. Mr. Erwin went on to say City Council indicated that it wants to conduct the same background checks on applicants for the School Board that Lynchburg City Schools conducts for its employees and volunteers. Lynchburg City Schools use the "Live Scan" and it is recommended that School Board and the Youth

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Citizens Advisory Board uses the same system that Lynchburg City Schools. On motion of Council Member Perrow, seconded by Council Member Nelson, Council by the following recorded vote adopted Ordinance #0-18-023, as presented, to amend and reenact Section 2-89 of the Code of the City of Lynchburg, relating to criminal record history information for employees and applicants:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 7

Noes: 0

// In the matter of Community Corrections, City Council Report #8 was considered to amend the FY 2018 City/Federal/State Aid Fund budget and appropriate \$20,812 with resources of \$20,812 from the Byrne/Justice Assistance Grant (JAG) Program awarded by the Department of Criminal Justice Services (DCJS) for Systems Notification of Upcoming Court Hearings and Related Matters to implement an automated notification system to remind defendants and probationers of scheduled court dates and related appointments. Cynthia Plummer, Director of Community Corrections and Pretrial Services Agency provided an overview of the Byrne/Justice Assistance Grant Program. Ms. Plummer stated the grant was awarded by the Department of Criminal Justice Services for Systems Notification of Upcoming Court Hearings and Related Matters to implement an automated notification system to remind defendants and probationers of scheduled court dates and related appointments. On motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-18-024, as presented, to implement an automated notification system to remind defendants and probationers of scheduled court dates and related appointments:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster 7

Noes: 0

// In the matter of Community Corrections, City Council Report #9 was considered, to amend the FY 2018 City/Federal/State Aid Fund budget and appropriate \$50,000 with resources of \$50,000 from the

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Byrne/Justice Assistance Grant (JAG) Program awarded by the Department of Criminal Justice Services (DCJS) for Community Criminal Justice Board (CCJB) Planning.

Cynthia Plummer, Director of Community Corrections and Pretrial Services Agency provided an overview of the Byrne/Justice Assistance Grant. Ms. Plummer stated this grant was awarded by the Department of Criminal Justice Services for Community Criminal Justice Board Comprehensive Planning to enhance cross-system collaboration and development of a framework to identify and develop data driven solutions in the local criminal justice system. On motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-18-025, as presented, to adopt the Criminal Justice Board Planning to enhance cross-system collaboration and development of a framework to identify and develop data driven solutions in the local criminal justice system:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster	7
Noes:	0

In the matter of Budget, City Council Report #10 was considered, to amend the FY 2018 Operating and Capital Budgets and appropriate or rescind funds to reflect the Third Quarter Adjustments. Director of Financial Services Donna Witt provided the overview of the Third Quarter Adjustments. Ms. Witt stated the General, City/Federal/State Aid, Community Development Block Grant (CDBG), Forfeited Assets, Lynchburg Expressway Appearance Fund (LEAF), Airport, City Capital Projects, Water Capital Projects, and Airport Capital/Grant Projects Fund are amended to reflect the FY 2018 Third Quarter Adjustment. On motion of Council Member Helgeson, seconded by Council Member Perrow, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-18-026, as presented, to amend the FY 2018 Operating and Capital Budgets and appropriate or rescind funds to reflect the Third Quarter Adjustments:

Ayes: Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Foster	7
Noes:	0

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// In the matter of Communications and Marketing, City Council Report #11 was considered. Director of Communications and Marketing JoAnn Martin provided a presentation on a new Community Pride – Love Lynchburg Initiative. Ms. Martin provided highlights on the Love Lynchburg Initiative:

- Communications and Marketing began working on a Strategic Plan for the Department in 2017
- Process included:
 - Interviewing all City departments
 - Reviewing Citizens Survey results
 - Conducting Gap Analysis
- The results of the strategic planning is a multi-faceted Communications Plan for internal and external communications that includes:
 - Media Relations
 - Social Media
 - Targeted Messages
 - Technology
 - Community Pride/Citizen Engagement

Ms. Martin went on to say to start the Love Lynchburg Initiative a planned City Wide Clean Up will be held on Saturday, April 21, 2018 from 10:00 a.m. to 2:00 p.m.

// The meeting was adjourned at 9:30 P.M.